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## **305 NON-STANDARD SIGN REQUESTS**

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Where engineering judgment indicates that a standard sign will not provide adequate information, warning, or other traffic control for a particular situation, a non-standard sign message may be justified.

When a non-standard sign is designed, it is important that the sign be of the appropriate type, size, shape, color, and layout for its application to ensure legibility and glance comprehension and conform to state law and MUTCD standards and guidance. The MUTCD does not allow for custom sign symbols, per Section 2A.04; however, custom word-message-only may be allowed in non-standard situations. It is also important that non-standard signs follow an official evaluation and approval process so that they meet all legal and other requirements and can be evaluated for statewide use and possible inclusion in the Arizona Manual of Approved Signs (MOAS).

The Request for Sign Approval form (see Figure 305-A) is used to propose and justify a request for a non-standard sign. Once completed, the Request for Sign Approval form should be transmitted to Traffic Operations by the Regional Traffic Engineer or their designee. The State Traffic Engineer, State Traffic Operations Engineer, or Traffic Standards Engineer reserve the right to modify or reject the proposed sign.

The ADOT Sign Factory will not fabricate an approved sign for highway use unless the State Traffic Operations Engineer or their designee has approved its design and intended use. Approved Request for Sign Approval forms are archived by Traffic Operations Section.

Copies of the Request for Sign Approval form are available from the Traffic Operations Section.

**Figure 305-A. Request for Sign Approval Form**

Arizona Department of Transportation Intermodal Transportation Division Traffic Group <b>REQUEST FOR NON-STANDARD SIGN APPROVAL</b>																							
Date _____ Route _____	Milepost _____ Direction of Travel _____	New Installation _____ Replacement _____ Change to Existing Sign _____																					
PLAN VIEW OF LOCATION:		SKETCH OF EXISTING SIGN (Use additional sheet, if necessary):																					
		SKETCH OF REQUESTED SIGN (Use additional sheet, if necessary):																					
		Does the requested sign meet the requirements of the MUTCD?  Yes ____ Section No. _____ or No ____																					
JUSTIFICATION FOR SIGN APPROVAL (Explain why a standard sign is not appropriate):																							
<table style="width: 100%; border: none;"> <tr> <td style="width: 45%;">REQUESTED BY: _____</td> <td style="width: 15%;">_____</td> <td style="width: 15%;">Date</td> <td style="width: 25%; text-align: right;">APPROVED</td> </tr> <tr> <td>_____</td> <td>_____</td> <td></td> <td></td> </tr> <tr> <td>Regional Traffic Engineer</td> <td>_____</td> <td>Date</td> <td>Yes ____ No ____</td> </tr> <tr> <td>_____</td> <td>_____</td> <td></td> <td></td> </tr> <tr> <td>State Traffic Engineer</td> <td>_____</td> <td>Date</td> <td>Yes ____ No ____</td> </tr> </table>				REQUESTED BY: _____	_____	Date	APPROVED	_____	_____			Regional Traffic Engineer	_____	Date	Yes ____ No ____	_____	_____			State Traffic Engineer	_____	Date	Yes ____ No ____
REQUESTED BY: _____	_____	Date	APPROVED																				
_____	_____																						
Regional Traffic Engineer	_____	Date	Yes ____ No ____																				
_____	_____																						
State Traffic Engineer	_____	Date	Yes ____ No ____																				
SIGN CODE, IF APPROVED FOR STATEWIDE USE _____ SIGN CODE, IF APPROVED FOR LIMITED USE <u>LU</u> - _____.																							